

MAYFIELD PARISH COUNCIL

Minutes of the meeting of Mayfield Parish Council held on Tuesday 11 July, 2023 at Mayfield Memorial Hall, Mayfield at 7pm.

Present at the meeting were:

Councillors M Cotton, G Harrison, C Keeling, V Murfin, K Russell, N Wakefield (acting clerk), G Woodhouse, voluntary acting clerk for the evening, John Parker.

Around 25 members of the public present, along with borough councillor, Cllr Steve Sankey.

1: Election of Chair

- a) It was RESOLVED that vice-chair Cllr N Wakefield be elected to the role of chair
- b) It was RESOLVED that Mark Cotton be elected to the role of vice-chair

2: Apologies: none

3: Public session:

Resident – Comments on planning application P/2023/00701 Land West of Slack Lane. Concerns raised included removal of ancient hedgerows and negative impact on biodiversity and wildlife, as well as traffic and negative impacts on amenity for walkers, dog walkers, cyclists etc which use the lane regularly.

Resident – Comments regarding memorial tree for Mr Mansfield. Preference of the family would be a small slow-growing tree (possibly an acer) on the corner of B5030 and Ashlea Drive. Ideally similar to the Memorial tree on the junction of Hermitage Lane, with fencing and small plaque.

Resident – Comments re: Agenda item 12. Questions raised around the status of Mayfield Conservation Group and the grant allocated to the group by the parish council, as well as ensuring that financial regulations are observed.

Resident – Question regarding the minutes at agenda item 5 b).

Resident – Applicant for planning application P/2023/00701 Land West of Slack Lane. Comments regarding a need for alternative access due to issues with the current access arising from the access being via land not in ownership of the applicant.

4: Declarations of interests None declared.

5: Approval of minutes

- a) The minutes of the meeting held on 13 June 2023 were APPROVED
- b) Voluntary acting clerk for the meeting, John Parker, advised the council to consider original minutes of meetings held on 18th October 2022, 15th November 2022 and 7th February 2023 and versions amended under legal advice from SPCA, to consider

advice provided by SPCA and Toplis Associates, and come to a decision on which minutes should appear on the council website.

The Chair read out the following statement, signed and dated 11th July 2023 by Toplis Associates regarding minutes for meetings 18th October 2022, 15th November 2022 and 7th February 2023: "None of the current council was present at the meetings in question. Therefore the minutes should not be offered for approval but will remain on the website as draft documents as originally produced by the Clerk to the Council at that time."

6: Councillor resignations

It was NOTED that David Turner and Lucy Watkin had both stepped down from the council due to work (Mr Turner) and personal/health (Ms Watkin) reasons, meaning they were unable to give the council the attention it deserved. The Chair thanked them for their service to the council and wished them all the best.

7: Finances

The Chair gave an overview of the PC's current financial status

- a) It was NOTED that work is on-going to gain access to the bank account to allow the council to pay invoices etc. and RESOLVED that signatories would be Cllr Wakefield, Cllr Cotton and Cllr Russell.
- b) It was NOTED that Cllr Wakefield (in role as voluntary acting clerk) has been in consultation with independent auditors who have offered to assist in administrative matters relating to year-end, annual governance report etc.

8: Reports from borough & county councillors

ESBC's Cllr Steve Sankey had informed the Chair that he would be in attendance at the meeting, but had yet to arrive, so this item was delayed.

9: Update on Clerk recruitment

- a) It was NOTED that a re-drafted advertisement has been sent to SPCA, put on the parish council website and shared via Facebook locally.
- b) It was RESOLVED that Cllr Cotton would join Cllrs Wakefield & Russell on the recruitment working group and agree the working group will conduct interviews and appoint a new Clerk following the closing date of August 4th 2023 in readiness for the September meeting

10: Marker in Memory of John 'Jack' Mansfield

It was RESOLVED that parish council will pursue the planting of a memorial tree for Mr Mansfield and would approach Staffordshire County Council for assistance with this.

11: Mayfield Parish Council website

- a) It was NOTED that three quotes have been requested for minor overhaul of parish council website and one has been received.
- b) It was RESOLVED that a schedule of projects and tasks to be carried out by councillors would be created and published on the website as a record of progress

12: Mayfield Conservation Group

A report on this item had been received prior to the meeting, but after the agenda was issued. It was RESOLVED that this item would be placed on the agenda for the September meeting for discussion at that time.

13: ESBC Community Lottery

Cllr Sankey arrived at this point and explained the scheme had been ‘tried and tested’ in other areas and provided additional opportunities for funding for community projects. He also advised both the parish council and other community groups within the village could apply.

8: Borough councillor report (postponed item)

Cllr Sankey offered advice on initial action for the Mr Mansfield Memorial Tree.

14: Village Maintenance

- a) It was RESOLVED that the parish council write to the landowners of stiles in disrepair, that are overgrown or inaccessible and ask if there is anything the parish council can do to assist in rectifying these matters and point to information on the Staffs County Council regarding potential assistance with funding for stile repairs.
- b) The Chair congratulated and thanked the working party for their work in weeding public areas of the village including Bridge Hill, on Main Road near the Memorial Garden, the road outside the shop, parts of Coneygree Lane and the Avenue towards Ashlea Drive. It was reported that quite a few drains have been found to be full of soil while work was underway. It was RESOLVED that Cllr Russell would report this to Highways and further RESOLVED that the parish council would request a visit by ESBC’s road-sweeper to tackle dirt and soil at the side of the roads. It was also NOTED that some residents have weeded the roads or pavements outside of their homes in support of the tidying up activities and the Chair and council thanked those residents for their efforts. It was NOTED that cleaning of road signage by volunteers would be acceptable. It was RESOLVED that a damaged street name sign at The Park be reported via the MyStaffs app as a safety concern.
- c) It was RESOLVED the council contact the clerk at Denstone Parish Council to seek information about insurance for a lengthsman. It was further RESOLVED to create a job description for the role and seek clarity on options for employing a lengthsman as well as options for someone to take the role as a self-employed contractor.

15: Highways/ potholes

- a) It was NOTED that potholes at The Park and The Terrace had been repaired and RESOLVED that the collapsed drain on Mayfield Avenue would be reported as a safety concern via the MyStaffs app.
- b) Cllr Russell gave an update on issues raised regarding flooding near Tollgate Cottage and narrowing of the road near the Rose and Crown. Highways had responded to say these were noted but were not considered emergency works. It was RESOLVED that Cllr Harrison would speak to the landowner near the flooding site to gain some historical context. Cllr Sankey offered to direct the council to information on any previous exploratory works or assessments that may have taken place. It was RESOLVED that progress would be reported at the September meeting. It was further RESOLVED that the council would explore the process of requesting a reduction in the speed limit from 40mph to 30mph near the Rose & Crown and aim to bring a report back to the October meeting.
- c) It was RESOLVED that Cllr Russell would report safety concerns regarding dead trees to the left of the A52 via the MyStaffs app

16: Planning Applications

- a) **P/2023/00318 Wallash Farm** – It was RESOLVED that the parish council would share information regarding potential opportunity for residents to speak on this at the ESBC planning applications committee in support or to object. It was RESOLVED that the council would request residents give their opinions on the application to the council and either Cllr Wakefield or Cllr Woodhouse would attend to share feedback from residents and highlight the council's main concern regarding access to the site.
- b) **P/2023/00701 Land West of Slack Lane**, Upper Mayfield- It was RESOLVED that a site visit would be conducted on July 12th by Cllrs Cotton, Harrison, Murfin, Keeling and Woodhouse and Cllr Cotton would agree comments with the group to be submitted to ESBC before the deadline of July 21st.
- c) **P/2023/00728 Bank Farm Barn**, Calwich Bank, Mayfield. Erection of a single story link extension.
- d) **P2023/00730 Bank Farm Barn**, Calwich Bank, Mayfield. Listed Building Consent for the erection of a single storey link extension.

It was RESOLVED that the council would make no comment on items c) and d).

17: Matters Arising from Public Participation

To allocate tasks in relation to questions or points raised during public participation. Discussion of items raised that are not already included on the agenda is not permitted.

It was NOTED that the majority of issues had been discussed within the agenda.

18: COUNCIL IN PRIVATE

- a) Council gave consideration to the payments to the Parish Litter-picker. Following due debate it was RESOLVED that Council authorised to adjust the process of payment to the

Parish Litter-picker to a regular monthly sum, as discussed, and agreed to provide necessary materials upon request.

Meeting closed: 9.04pm

Chairman signature_____